



Annual Report 2022-2023

Matthew Flinders Care Services



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OUR MISSION & VALUES

MFH MISSION

TO ENHANCE THE QUALITY OF LIFE OF RESIDENTS THROUGH THE PROVISION OF HOLISTIC CARE AND SUPPORT SERVICES IN AN ATMOSPHERE THAT MAINTAINS DIGNITY AND SUPPORTS INDIVIDUAL RIGHTS.

MFH VISION

To be the leading provider of the highest ethical and professional standards in aged care whilst influencing change and recognising individual needs, expectations and rights.

MFH PHILOSOPHY

It is the philosophy of care in MFH that individuals are valued and entitled to live their lives at the highest level of dignity, independence and quality possible whilst acknowledging they have a right to make their own choices and decisions regarding their lives and care.

MFH GOALS

- To maintain the vision of the home
- To provide the highest standard of services to residents and clients by suitably trained staff
- To provide a safe, secure environment in which residents and clients retain their independence, dignity and respect
- To provide a lifestyle which encourages social independence and variety of experience within a home atmosphere
- To maintain family and community involvement within the Organisation
- To strive for excellence and best practise in all areas
- To maintain accreditation standards

CHAIRMAN OF THE BOARD REPORT

Steve Kemp - Chairman
Matthew Flinders Care Services



Another busy and exciting year at Matthew Flinders Home has seen the official opening of the new 26-room facility and the recent opening of the new Nurse Training Facility onsite which is a joint venture with the University of SA.

This facility will provide great benefits for all aged care facilities and allied health operations for the training of nursing students.

The board has been reviewing our strategic plan and finalising the next stages of development / redevelopment of our facilities. We continue to review our business operations namely the Residential Facility, Homecare and Day Centre with our focus being to continue to grow and enhance our services in all areas to accommodate our aging population.

Financially Matthew Flinders Home has performed well throughout the building program and busy year and has shown a healthy profit as shown further in this annual report.

We are continuing work on fundraising and debt reduction to allow us to further develop and improve our facilities.

I would like to thank all our staff and management team for their fantastic dedication and care of our residents and clients.

I also thank the board for their time and dedication to making Matthew Flinders Care Services the amazing organisation that it is!





CEO ANNUAL REPORT 2023

Nikki Meredith

Chief Executive Officer



Successes, highlights and challenges

The 2022 – 2023 year has brought many challenges, but again we have celebrated so many successes and achievements over the past 12 months.

In October 2022, we completed the Major Refurbishment of the Residential Facility. The completion of the building project was a significant achievement in the history of

the home with a concerted effort put in by all parties involved. I would like to sincerely thank the Building Committee who oversaw the project, particularly Damien McQuillan, who chaired the committee and provided us with expertise and valuable guidance. I would also like to acknowledge and thank the builders Kym Clarke Constructions, project management consultants, Rider Lever Bucknall, architects Grieve Gillett Anderson and the team of consultants involved for delivering a high-quality building, during extenuating circumstances of COVID lockdowns and global supply issues.

We celebrated the opening of the new Boston Wing in November 2022, with Rowan Ramsey officiating proceedings. Other special guests were the Port Lincoln City Council Mayor Dianna Mislov and CEO Matthew Morgan. Chairman Steve Kemp and myself welcomed present and past Board Members, staff, residents, families and members of the Community and invited everyone to help us celebrate the event.

PURCHASE OF NEIGHBORING PROPERTIES

MFH purchased 2 neighboring properties during the 2022 / 2023 year, with the intention of positioning us for future building and expansion. The properties purchased, 4 Stuart Terrace and 6 Stuart Terrace are both positioned next to the existing 2 Stuart Terrace MFH car park, to the rear of the residential facility.





→ CEO'S REPORT

The purchase of 4 Stuart Terrace enabled us to build the new Training Centre on neighboring land, with easy access to the residential facility for students and facilitators, while providing some level of separation and privacy for the residents. This also complied with the conditions of the grant agreement, which stipulated that the training centre was to be co-located with an aged care facility.

MFH / UNISA TRAINING CENTRE

A lot of consideration has gone into the layout and design of the education centre with a concerted focus on an efficient and operable facility to provide students with a space that enhances their learning experience.

The building includes a training room, a computer barn, a simulated residents room, and clinical skills training room. There is ample office space for the facilitators and private meeting rooms for students and facilitators.

The tenders for the demolition and building were awarded to Kym Clarke Constructions. Building began in January 2023, with an estimated completion date of October 2023.

A joint Uni SA and MFH Management Committee was established for the purposes of overseeing the building and educational activities, reporting on project milestones, managing material risks and issues and monitoring the activities of the parties against key performance indicators, compliance with the Capital Works Funding Agreement, Collaboration Agreement, the Lease and any other agreements entered into.

An Education Sub Committee was also formed to oversee the projects educational milestone deliverables, monitor placement activity, training opportunities and determine research projects relative to the student placements into aged care.

After consultation, the building has been named the Rural Health and Aged Care Education Centre (RHACEC), which provides insight into the purpose of the training centre. The RHACEC can be utilised by Rural Health Providers in the region for the purposes of training and enhancing clinical knowledge and skills.

Although the building works are still in progress, nursing, physiotherapy, occupational therapy and social work students have already been undertaking placements at MFH. The students have benefitted from the mentorship and guidance of our professional and experienced nursing and clinical staff, with great feedback so far from the students of their experience. The setting up of the placements and how it functions is continuing to evolve and improve. The Education sub Committee have been instrumental in the evolution and constantly reviewing



REFORMS IN AGED CARE

Following the Royal Commission into Aged Care Quality and Safety, many changes have been made to the aged care system in Australia, which have impacted on Matthew Flinders Home Inc. Legislation was passed in Parliament on the 22 August 2022, that responded to 17 recommendations of the Royal Commission.

- In October 2022, the new funding model Australian National Aged Care Classification (AN-ACC) came into effect for residential aged care.
- The Department of Health and Aged Care published star ratings to help older Australians compare residential aged care services and decide which service best fits their needs.
- An enforceable Code of Conduct for Aged Care applying to approved providers and their governing persons and workforce.
- Extension of the Serious Incident Response Scheme to Home Care.
- Ban on exit fees and capping of administrative and management charges in the Home Care Packages Program.
- Strengthening of provider governance, including placing new reporting requirements on providers and requiring clinical expertise on their governing bodies.
- Have a registered nurse onsite and on duty 24/7 from the 1 July 2023.
- Introduction of mandatory reporting requirements that will be published and provides transparency on how providers are spending their funding. This information includes details on provider operations such as expenditure on care, nursing, food, maintenance, cleaning, administration and profits.



CHALLENGES AND STRATEGIES

Reforms in the sector will continue to be enforced over the coming years, in an endeavour to improve the quality of the care provided within the sector. The implementation of the reforms is proving a challenge for smaller regional aged care providers, that do not have the same corporate structures in place to resource the changes at the pace the Government is rolling them out.

The reporting requirements, cost of compliance and delivery of care have increased significantly, making viability a concern for regional providers and a focus within our organisation. We are reviewing our software systems to improve the analysis of data, so that we can monitor financial and operational performance and create efficiencies to ensure we continue to remain profitable and sustainable into the future.

While we are performed well in most areas, the one that is proving to be the biggest challenge is meeting our staffing needs in all areas of our organization. More staff are needed to enable compliance with legislative care

minute targets in the residential facility and to increase our delivery of Home Care Package services in the community. Strategies are in place to recruit and attract staff, particularly registered nurses into our organization. This is in addition to upskilling, creating career pathways and ensuring we have a positive supportive culture and environment for all staff.

I would like to acknowledge and thank the Board, Executive Management team and each one of our staff members for their dedication to caring for our Care Recipients and having a positive impact on the lives of those we are caring for. It is a constant journey of change and continuous improvement and I feel that their effort and support has been outstanding throughout the year. The focus is always to improve the lives of those we are caring for and our team has maintained the vision and mission of Matthew Flinders Homes in every way.

Here's to a successful 2024.

COMMUNITY SERVICES REPORT

Beck Cotton

Community Services Manager



The 2022-2023 year saw a very welcome return business as usual for our community programs with less interruptions to our service delivery from COVID-19.

While all programs faced challenges throughout the year and continued to adapt to a changing environment, it was our attention on future development and improvements that was the key focus.

We implemented both internal improvements as well as experienced changes through the updates to our program operational guidelines. We saw new program requirements with the introduction of the Serious Incident Response Scheme in December 2022, the new Aged Care Code of Conduct across Home Care and Day Centre, the Better Practice Statement requirements in Home Care in September 2022 as well as the refinement of inclusions and exclusions in the Home Care Packages in January 2023. These new program improvements support the ever-evolving community Aged Care space to better meet Care Recipient goals as identified through the Royal Commission.

We introduced a new rostering system to the Home Care team in November 2022. The move to a cloud based rostering system has provided vast improvements to

how we are able to quickly respond to service requests as well as improve communication. Not only has this improvement been of benefit to our staff it also supports our efforts to improve effectiveness and operational governance.

With a focus on holistic care, we welcomed a Social Worker to our Home Care team in September that has diversified our case management and service delivery. This will also support future plans of hosting a Social Work Student through our relationship with UNISA in late 2023. The addition of this skill set to our team has allowed us to provide quality services to Care Recipients with complex social and emotional needs as well as work in partnership with community programs such as the Homelessness and Hoarding program ran through the Red Cross. We further increased allied health supports available through the Day Centre with Exercise Physiology and art therapy group sessions. The Day Centre continued to engage people in their community and provided a raft of activities including outings across the Eyre Peninsula, hosting a morning tea with Mayor Diana Misolv and remember stories of our fishing fleet with a visit to the Tacoma.

In August 2022 after many months of waiting we received our new bus which has been warmly received by the Day Centre attendees. This bus was made possible due to previous fundraising activities and a very generous donation from the Masonic Charities and Freemasons SA & NT.

Continuous improvement went hand in hand with staff training with training opportunities taken up both internally through our partnership with UNISA as well as externally with team members completing various courses such as the Program of Experience in the Palliative Approach. Our Home Care program also supported the ongoing study for an Enrolled Nurse completing their Registered Nursing placement hours. Both Day Centre and Home Care hosted students on placement while completing their Certificate III in Individual Support.

Across the whole year our Home Care services provided over 15000 hours of service delivery across to 89 people





in Port Lincoln, Coffin Bay, Louth Bay, Tumby Bay and Ungarra with social supports, domestic assistance and personal care being in high demand. This was an increase from the previous year. Within our Day Centre we provided social support to 40 people and 33 people accessed podiatry supports through the Commonwealth Home Support Program funding.

The EP Home Hospice Service provided end of life care to 22 people throughout the year and continued to be a vital grassroots program supporting those in their final days to achieve their wishes to pass away at home. The importance of this program was recognised in November 2022 with the Eyre Peninsula Home Hospice Program being a finalist for People’s Choice Award in the South Australian Community Awards.

Looking at the year ahead, we plan to return our Day Centre back to its original location next to the MFH Residential Facility in late 2023 with the launching of a new lifestyle program. The Home Care office is also looking to support growth by expanding its space at our Liverpool Street location. We are planning for the introduction of the new Support at Home program which is due to be released on 1st of July 2025. This program will see the combination of the Home Care Program and Commonwealth Home Support Program into one program and aims to improve access to community aged care programs. While this is still 2 years away, it is a vital time to be putting improvements in place over the next two years to ensure that Matthew Flinders Care Services is well placed to deliver the new program.

I would like to take this opportunity to thank the Care Recipient’s who have chosen Matthew Flinders Care Services to be their provider during the last year. It is a privilege to be part of your life and support you to achieve your goals and live the life that you wish. I would also like to thank our hard-working Community Services team who are the backbone of our programs. They work diligently and with passion and it is a testament to them that we can provide the high level of care that we do.



HOME CARE SERVICE CLIENT FEEDBACK

“ My Case Manager has been marvelous, she checks in on me regularly and sees how I am going. If I need anything, I just phone the office and they are absolutely marvelous. Anything I want, if it is available, they will arrange it for me. They help me with my appointments which is a very very big plus. The service is absolutely marvelous. I certainly recommend Matthew Flinders Home Care wholeheartedly.

- Marlene Fisher



DRC REPORT

Danielle Green

Director Of Residential Care



Its been another extremely busy but exciting year in the Residential Facility, Matthew Flinders Home.

As we prepared to occupy the new rooms and new wing in the home late in 2022, we decided on a fresh start and renamed all the wings with new names. The old flora themed names of the wings felt tired and so in consultation with staff and our Care Recipients we decided on a new theme being the local islands and beaches in our local area with the final decision for the new names being Boston, Sleaford, Donnington and Almonta.

We commenced a process where we offered expressions of interest to occupy a new deluxe room in the facility and met with those families and Care Recipients individually to discuss the finer details of their new occupancy. The Care Recipients from the temporary accommodation in the old Day Centre were moved into the new accommodation as priority as most of them had lived in that temporary accommodation for almost 2 years during the redevelopment. The moving week was filled with excitement as Care Recipients and their families relocated to the new rooms assisted by our wonderful staff. New decor and personalising the large deluxe rooms was very exciting and emotional for us all as we had dreamed of this moment for so long. We are extremely proud of the result of the redevelopment and additional rooms offering a high-quality next level of accommodation. There is still much to do, and future upgrades will be strategically planned by the Board of MFH and with our MFH community.

The new building was officially opened by Member for Grey, Rowan Ramsey on a cold windy morning on

November 18th, 2022, with a large crowd present. Special guests included the Board of Matthew Flinders Homes Inc, local media, new Mayor Dianna Mislov, some former CEO's, former and present staff, volunteers, and family members. Our Care Recipients were also in attendance and enjoyed the official proceedings.

COVID continues to plague our home with 3 significant COVID outbreaks in the last 12 months. We continue to monitor our staff and Care Recipients for signs of COVID and other infections then act quickly to reduce the chances of any future spread of infection. The Christmas 2022 outbreak was particularly difficult however, with the general COVID restrictions eased we were able to welcome family support to our Care Recipients with regular visiting allowed to celebrate the festive season. Our staff and Care Recipients were supported as we engaged in additional staff from the Commonwealth Surge Workforce team during each of the outbreaks as we again found our rosters struggled with staff who also fell ill to the virus. Our COVID Management committee continues to review our Infection Prevention and Control plan regularly to ensure we are delivering appropriate care and following the latest guidelines with each infection outbreak. We thank our MFH community for understanding and cooperating with us during these difficult times to ensure the safety of our vulnerable Care Recipients and make sure their health and wellbeing is our priority. We have been able to apply for some Government grants to refund the additional costs that we have incurred with each COVID outbreak and plan to put those funds back into the ongoing care of our Care Recipients.

Excitement builds as our project with UNISA continues to develop with the new training facility built on Stuart Terrace on the adjoining block to our staff carpark. The students from UNISA who are placed at Matthew Flinders Home, range in diversity and include Nursing, Occupational Therapy, Physiotherapy and Social Work students. We hope to soon include Speech Pathology, Pharmacy and Podiatry students to the project, offering more students the opportunity and exposure to the Aged Care sector whilst adding a broad range of projects and services to our Care Recipients. Several projects have been completed by the students and have already had a positive impact on the improvements to our care. The student projects so far include a falls prevention program with resources and manual handling resources for our staff developed by the Physiotherapy students, dementia friendly outdoor space planning and activities by Occupational Therapy students and education for our staff by the Nursing students.





→ DRC REPORT

We are excited for the future opportunities with the UNISA students, local university students in the community who may not need to leave the area now and our staff who have opportunity to upskill in their own workspace. Our Care Recipients also benefit from research projects and improvements to our care because of our partnership with UNISA.

Training opportunities at Matthew Flinders Home have continue this year in partnership with Career Employment Group and we have successfully supported 7 trainees this year as Personal Care Workers and Lifestyle Assistants. Three of last year's former trainees have now successfully completed their courses and are permanent employees at MFH. I will continue to work on projects with local consultants, local schools, and employment agencies to boost our workforce with a vision to offer employment opportunities and stable career paths for our community members.

It continues to be challenging to recruit quality staff, but I am exciting to be working with likeminded members of the community all working toward the same goal of encouraging people into the workforce whilst boosting the aged and disability sectors. The Aged Care sector is the fastest growing industry as our population ages at a rapid rate.

The new Aged Care Reforms have been challenging to keep up with this year as the pressures and expectations have been raised again to improve the quality of aged care delivery in Australia. We now have 11 quality care indicators to report on and are required to report this data to the government every quarter. The new star ratings were introduced this year and offers the public an open platform to view the results of the care delivery at Matthew Flinders Home. The care at MFH is open and transparent and can be compared to other facilities like ours across Australia. We currently sit with a 3-star rating and find that our staffing data continually lets us down as we struggle to fill permanent positions. The introduction of mandatory care minutes has been challenging across the sector and its proven difficult to fulfill the requirements.

This is an industry wide problem that I believe will need future attention and assistance at a Commonwealth level before an improvement is seen.

We hope to improve our star rating as we work hard on our workforce strategy which includes recruiting and training staff in the community and beyond.

I again, acknowledge our hard-working staff for their love and dedication to our Care Recipients in the residential facility and within the organisation. They are all extremely loyal to the organisation and work tirelessly often under difficult circumstances. I thank them for their trust and support of our management team and encourage them to keep up the great work.

I offer my sincere thanks to our leadership team and the Board for their ongoing trust and support in me. I love my role and will always strive to perform at my best to ensure Matthew Flinders Home Inc. is providing the highest quality care available to the community. I will continue to focus on innovative improvements and training opportunities within our organisation and although sometimes I feel challenged by constant changes, I'm excited for our future as at Matthew Flinders Home Inc. we strive to be the leader of aged care services on the Eyre Peninsula.

Finally, I'd like to thank our Care Recipients, their families, and representatives for trusting us in the care of their loved ones.

RESIDENTIAL CARE FAMILY FEEDBACK

“I am very happy where Dad is it enables me and my family to be able to visit him regularly and for him to see his grand children grow. It is also great that we can bring our pet dog for visits as well which everyone loves staff and guest. So thank you.”

- Christian Hawkins





THE YEAR
THAT WAS





RESIDENTIAL KITCHEN REPORT

The Matthew Flinders Home dynamic catering team continue to work hard to plan and provide a high quality menu and meal service for our Care Recipients.

We continue to receive positive feedback for our meals and strive to engage with our Care Recipients individually to ensure they have choice and input into our menu planning.

We plan and celebrate special occasions by providing food relevant to the occasion and seek Care Recipient input when planning these.

Our Food Safety Audit was conducted in October 2022, and we were very pleased with our results. The next audit will be held in November 2023.

The opening of the new Boston wing was catered for by our own kitchen staff. They produced a wonderful array of sweet and savoury canapes for the dignitaries, special guests, and care recipients to enjoy following the official opening ceremony.

Early in 2023 we made the decision to transition our paper based menu ordering method to a new electronic catering system called "Embrayse". It didn't take long at all for everyone to learn the program and put it into use. We now have a large television display in the main dining area that cycles through the upcoming menu and has photographs of the meals produced by our kitchen team. Being able to see images of the menu items really helps the care recipients to make their choices. The Embrayse system has been a

wonderful addition in helping MFH elevate the quality of care for our residents and increase operational efficiency.

In April Matthew Flinders Home kitchen farewelled Barry Harvey after over forty years of service and working in the kitchen. Barry was presented with a beautiful, framed memento of one of his original chef's jackets to mark the special occasion of his retirement. It was lovely to see so many people present to say goodbye to Barry.

Sadly, our beloved Chef Kadek Pantiyasa passed away suddenly and unexpectedly in May. The loss of Kadek was a huge shock for everyone, with both his kindness and love for cooking missed by all. We are all so grateful for the love and support shown to everyone who has been affected by Kadek's passing. We remember Kadek fondly and think of him often.

Our Chefs and I have enrolled in the Maggie Beer Foundation Aged Care Cook Chef training program funded by the Federal Government Department of Health & Aged Care. We are looking forward to undertaking our training, broadening our knowledge and skills to improve the nutritional outcomes for our care recipients.

MONICA SANDERSON
ANCILLARY SUPERVISOR





RESIDENTIAL LIFESTYLE REPORT

Matthew Flinders Lifestyle team have continually aimed to ensure all of our Care Recipients social, spiritual; diversity and wellness needs are met.

Our Lifestyle program is created each month with suggestions by our Care Recipients, family representatives and staff through our monthly meetings, surveys and individual consultation. We research and plan each activity and then implement it into the next month's program with the aim to continuously listen and improve the program.

Our Care Recipients maintained community engagement through our amazing volunteers, intergenerational program Young @ Heart at the Unity Church and our local schools. The Care Recipients families have responded well to the increased lifestyle posts on MFH Facebook Page and the option of being able to facetime their loved ones.

We have recently introduced Pet Therapy twice a week to Matthew Flinders Home through our Therapy dog, Floyd. This engages physical, social, and mental wellbeing of the elderly to help feel a greater sense of purpose and self-worth within themselves. Floyd loves it too!!

The Lifestyle staff enjoyed education with Jane Verity who is the founder of the Spark of Life Philosophy and from that training staff introduced a weekly program called The Sunshine Club program. The results are remarkable, with

profound, dramatic, and long-lasting benefits where our Care Recipients find their spark of life again. Spark of Life grows a culture of optimism, enthusiasm, appreciation, and love, creating a special environment for supporting people with dementia. Working as a team with our UNISA Physiotherapy and Occupational Therapy students has had many positive outcomes for the Care Recipients. They have been involved in our Stedimoves falls prevention program, Sports Day and fishing groups on a regular basis and there are future plans for many more exciting activities to come.

Matthew Flinders Home offers lifestyle programs tailored to individual interests and needs. This may be in a group environment or one on one with a Care Recipient. Our staff are dedicated to making a difference everyday and are passionate in their creative roles. We encourage the community to follow along on our Lifestyle journey through our Matthew Flinders Home newsletters and social media pages as we have many exciting programmes coming to fruition in the near future.

JODIE STIGWOOD
RESIDENTIAL LIFESTYLE COORDINATOR





STAFF MILESTONES

Congratulations to the following staff members for their recognition of service to Matthew Flinders Care Services.

10 YEARS	15 YEARS	40 YEARS
Nicola Duns Lynlee Prosser Leah Slape Amanda Thomson	Susan Jenkins	Catherine Loudoun

STAFF AWARDS

Matthew Flinders Care Services would like to congratulate the following team members on winning staff member of the month award.

Month	Awardee
July 2022	Michelle Packer & Sara Bennie
August 2022	Sharon Mitton
September 2022	Alyce Cucuk
October 2022	Anita Andrew
November 2022	Sharmane Cooper
December 2022	Ryan Walker
January 2023	Bri Grimsey
February 2023	Rebecca Pitman
March 2023	Sam Eriwiweera
April 2023	Kerry Marks
May 2023	Jodie Stigwood
June 2023	Rebecca Winter



GOVERNANCE OVERVIEW

INTRODUCTION

Matthew Flinders Home Inc. (MFH) is a charitable not-for-profit organisation. MFH provides high care aged care to the residents of Port Lincoln and Lower Eyre Peninsula. The Board of MFH applies sound governance to the conduct of the Board, and offer strategic direction to the organisation as a whole, ensuring MFH continues to meet the needs of the community services.

MFH is principally accountable to Members of the Association and through them, their carers, families, employees, volunteers and supporters and the community in general. MFH is committed to conducting its business with the highest standards of personal and corporate integrity.

It maintains a number of policies setting out the standards of personal and corporate behaviour which Board members and employees are required to observe.

MATTHEW FLINDERS HOME INC BOARD

ROLE OF THE BOARD

The Board exercises the powers vested in it by the Corporate Law, and the Association's Constitution. The Board is directly responsible to members for the long-term direction of the Association.

BOARD COMPOSITION AND SIZE

The Board determines its own size, subject to the limits imposed by the Constitution, and has agreed on a board of no more than ten (10) as a practical size for effective Board operations.

MEETINGS OF THE BOARD

The Board's scheduled meetings are normally twelve times during the year as well as an annual strategic planning conference. The Board also meets whenever necessary to deal with specific matters requiring attention between scheduled meetings.

The Board are kept aware of current and forthcoming issues regarding the Association's operations and performance through Board papers circulated in advance of meetings.

Board papers contain monthly and year to date financial and performance information compared with annual budgets.

Papers relating to particular issues are also included and senior management are invited to present and discuss these matters with the Board.

BOARD COMPOSITION 2022-2023

The composition of the Board provides MFH with a comprehensive skills mix, to ensure effective governance in key areas associated with the aged care sector, the requirement to deliver quality and safety in care and our current strategic focus.

The Board members all contribute to the effective Governance of MFH on a voluntary basis.

The Board is made up of eight members:

Chairman Steve Kemp	Robyn Dawson
Steven James	Damien Mc Quillan
Jane Cooper	Dr John Williams
Rob Muecke	

The Board members as a group, possess a combination of technical skills, being accounting and finance, legal, marketing, public relations, clinical, risk management, human resource management and strategic planning.

In addition to technical skills, the Board possess personal attributes that enable the Board to function effectively.

2022-2023 BOARD MEMBERS

	RESPONSIBILITIES	APPOINTED	MEETINGS ATTENDED	MEETINGS HELD
Steven Kemp	Chairman from Oct 2017	2013	9	10
Robyn Dawson	Board Member	2018	8	10
Steven James	Board Member	2018	9	10
Damien McQuillan	Board Member	2019	8	10
Jane Cooper	Board Member	2020	8	10
Robert Muecke	Board Member	2020	9	10
Dr John Williams	Board Member	2020	7	10

MATTHEW FLINDERS HOME INC BOARD



Steve Kemp – Board Chairman, Finance Committee & Building Working Group

Steve joined the MFH Board in 2015 and has been Chair of the Board since 2017. Steve is knowledgeable and passionate about aged care in our Community, having had both parents cared for at Matthew Flinders Home. His business acumen and connections with our regional community are vital to leading the Organisation and Board in aged care Governance and Strategy.



Robyn Dawson – Board Member, Organisational Wellbeing Committee

Robyn comes to the Matthew Flinders Board with excellent business acumen and a passion for community. She joined the Board in 2018 and has participated in the many improvements that the organisation has implemented, ensuring accountability and transparency.



Steven James – Board Member, Finance & Audit Committee

Steven is a Chartered Accountant and a Director of RSM Australia Pty Ltd. He joined the MFH Board in 2018 and Chairs the Finance and Audit Committee. Steven brings extensive expertise to the Board and provides strategic direction and oversight of the financial position of Matthew Flinders Home Inc.



Damien McQuillan – Board Member, Building Working Group Commenced Board

Damien has been a Board member since 2019 and Chairs our Building Sub-Committee. His expertise has proven invaluable during our refurbishment and building projects, representing MFH to ensure we achieve our desired outcomes in the most cost effective manner.



Jane Cooper - Board Member, Clinical Governance Committee

Jane is with the Lower Eyre Primary Health Network (PHN) and has been heavily involved in assisting the local primary health sector to implement initiatives to improve access and quality of health services in the region. Jane joined the Board in 2020, is passionate about the provision of quality aged care services and sits on the Clinical Governance Committee.



Robert Muecke - Board Member

Rob is a Senior Lawyer with Tindall Gask Bentley. Rob joined the Board in 2020 and brings with him business and legal expertise as well as sound risk management skills.



Dr John Williams - Board Member, Clinical Governance Committee

John is a local General Practitioner who consults in a private practice and also at the Port Lincoln Hospital. He is Vice President of the AMA (SA). John joined the MFH Board in 2020 and is Chair of the Clinical Governance Committee. John strongly advocates for care of the elderly in Public Hospital settings and works proactively and collaboratively to identify best practice solutions.

→ THE BOARD

BOARD COMMITTEES

The Board has formed three Committees being the Audit and Finance Committee, the Clinical Governance Committee and the Organisational Wellness Committee.

The Chairs and members of these Committees possess the technical skills to assess the performance of MFH Inc and adequately review our systems and processes against the standards and requirements of an organisation that delivers aged care services in a residential facility and in the community.

CLINICAL GOVERNANCE COMMITTEE

The Clinical Governance Committee's primary purpose is to ensure that Matthew Flinders Home Inc maintains a safe and quality environment for both care recipients and staff and that the organisations clinical governance and care recipient feedback systems represent best practice, operates effectively, aligns with strategy and reflects the Matthew Flinders Home Inc mission and vision.

The Committee is made up of:

Board Member Dr John Williams (Chair), a General Practitioner in Port Lincoln and Vice President of the AMA SA, Board Member – Jane Cooper, CEO – Nikki Meredith, Director of Residential Care – Danielle Green, Manager of Community Services – Beck Cotton and Quality and Compliance Officer – Janet Hanson.

Key outcomes for the Committee include:

- Assist the board with informative and transparent information for clinical care
- Benchmark the organisation against local and national key performance indicators
- Initiate improvement and projects to strengthen clinical care using feedback systems and data from the CQI process
- Ensure clinical risks are identified and incidents managed and reported appropriately to the board.

The Committee meets quarterly or as needed and reports findings to the Board.

FINANCE AND AUDIT COMMITTEE

The Finance and Audit Committee primary purpose is to assist the Board of Matthew Flinders Home Inc in the effective conduct of its responsibilities for financial reporting, management of risk and maintaining a reliable system of internal controls.

Finance and Audit Committee is made up of:

Board Member Steven James (Chair), a Chartered Accountant, with Board Chairman – Steve Kemp, CEO – Nikki Meredith and Management Accountant – Caro Siakimotu.

Key responsibilities and functions of the Committee include:

- Ensure the integrity of Matthew Flinders Home Inc financial management control and reporting systems
- Support and advise the board in relation to
 - o managements monthly financial reporting on the performance of the organisation
 - o annual budget and significant variance against the approved budget
 - o capital funding, planning and allocation
- Engage, manage and review the performance of the external auditor
- Review the annual financial statements and auditor's management letter before presenting to the board for approval
- Review and assess MFH's financial control environment and implementation of suitable policies and procedures
- Monitoring the cumulative results and trends of the organisation and measuring these against the national industry benchmarks.

REFURBISHMENT WORKING PARTY

In addition to the formation of the Committees, the Board has formed a working party to focus on the major refurbishment project, which is led by Board Member – Damien Mc Quillan an Architect and Interior Designer. The working party also consists of Chairman – Steve Kemp and CEO – Nikki Meredith.

Members of the working party attend the fortnightly site meetings and the monthly PCG meetings. The building progress and monitoring of the refurbishment budget is reported to the Board on a monthly basis. All decisions relating to cost variations are presented to the Board for endorsement.



AUDITED FINANCIAL STATEMENTS

STATEMENT OF PROFIT OR LOSS FOR THE YEAR ENDED 30TH JUNE 2023

2022 (\$)		NOTE	2023 (\$)
	REVENUE		
7,153,140	Government funding	3	8,669,778
1,821,481	Non-Government contributions	3	2,246,051
421,631	Other income	3	881,449
<u>9,396,252</u>		3	<u>11,797,278</u>
	EXPENSES		
(7,184,664)	Employee benefits expense	4	(7,558,711)
(1,426,753)	Other expenses	4	(2,508,586)
(219,435)	Depreciation & amortisation expense		(505,064)
(47,459)	Lease expenses	10	(52,072)
(3,108)	Finance costs		(105,470)
<u>514,833</u>	Profit from continuing operations		<u>1,067,375</u>
	Other comprehensive income for year		
<u>514,833</u>	Total comprehensive income for year		<u>1,067,375</u>

STATEMENT OF FINANCIAL POSITION AS AT 30TH JUNE 2023

2022 (\$)		NOTE	2023 (\$)
	CURRENT ASSETS		
5,778,359	Cash & cash equivalents	5	6,209,481
206,909	Trade & other receivables	6	279,432
545,442	Other financial assets	7	1,353,965
190,582	Other assets	8	359,589
<u>6,721,292</u>	Total current assets		<u>8,202,467</u>
	NON CURRENT ASSETS		
10,883,491	Property, plant & equipment	9	13,042,755
-	Right of use assets	10	35,262
<u>10,883,491</u>	Total non-current assets		<u>13,078,017</u>
<u>17,604,783</u>	Total Assets		<u>21,280,484</u>
	CURRENT LIABILITIES		
386,871	Trade & other payables	11	652,258
342,577	Income received in advance	12	176,724
643,604	Employee benefits	13	719,389
-	Lease liabilities	10	7,789
3,278,004	Other liabilities	14	4,311,000
<u>4,651,056</u>	Total current liabilities		<u>5,867,160</u>
	NON CURRENT LIABILITIES		
631,982	Borrowings	15	2,000,000
198,179	Employee benefits	13	194,286
-	Lease liabilities	10	28,097
<u>830,161</u>	Total non-current liabilities		<u>2,222,383</u>
<u>5,481,217</u>	Total Liabilities		<u>8,089,543</u>
<u>12,123,566</u>	Net assets		<u>13,190,941</u>
	EQUITY		
338,669	Reserves		338,669
11,784,897	Retained earnings		12,852,272
<u>12,123,566</u>	Total equity		<u>13,190,941</u>

STATEMENT OF CASH FLOWS YEAR ENDED 30TH JUNE 2023

2022 (\$)	NOTE	2023 (\$)
CASH FLOWS FROM OPERATING ACTIVITIES		
9,468,128	Receipts from customers	11,693,505
(9,255,863)	Payments to suppliers & employees	(9,832,396)
10,586	Interest received	24,753
62,860	Government stimulus package	36,497
(3,108)	Interest paid	(105,470)
<u>282,603</u>	Net cash provided by / used in operating activities	<u>1,816,889</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
(4,477,675)	Purchase of property, plant and equipment	(2,977,202)
-	Purchase of financial assets	(808,524)
3,071,678	Proceeds from term deposits	-
-	Proceeds from sale of property, plant and equipment	4,545
<u>(1,405,997)</u>	Net cash provided by / used in operating activities	<u>(3,781,181)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
(683,719)	Refunds of accommodation deposits	(1,850,005)
1,676,000	Receipts of accommodation deposits	2,883,000
631,982	Proceeds from borrowings	1,368,018
-	Repayment of lease liabilities	(5,599)
<u>1,624,263</u>	Net cash provided by/(used in) financing activities	<u>2,395,414</u>
500,869	Net increase in cash & cash equivalents held	431,122
<u>5,277,490</u>	Cash & cash equivalents at beginning of year	<u>5,778,359</u>
<u>5,778,359</u>	Cash & cash equivalents at end of financial year	<u>6,209,481</u>



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Independent Audit Report to the members of Matthew Flinders Home Inc.

Opinion

We have audited the accompanying financial report of Matthew Flinders Home Inc (the "Entity"), which comprises the statement of financial position as at 30 June 2023, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and the statement by the committee.

In our opinion, the accompanying financial report of Matthew Flinders Home Inc. has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- (a) giving a true and fair view of Matthew Flinders Home Inc.'s the financial position as of 30 June 2023, and of its financial performance for the year then ended; and
- (b) complying with Australian Accounting Standards - Simplified Disclosure Standard (SDS), and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Report

Management is responsible for the preparation of the financial report that gives a true and fair view in accordance with Simplified Disclosure Standard (SDS) Australian Accounting Standards and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the *Australian Charities and Not for Profits Commission Act 2012* and is appropriate to meet the needs of the members. The management's responsibility also includes internal control as management determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/Home.aspx>. This description forms part of our auditor's report.

BENTLEYS SA AUDIT PARTNERSHIP



DAVID PAPA
PARTNER

Registered Company Auditor Number 405791

Dated this 9th day of October 2023

Sleaford Rooms 16-19

Almonta Rooms 20-37

Lounge & Dining

↑↑ Toilets





CONTACT US



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